



*U.S. Consulate General, Chennai, India
No. 220 Anna Salai, Gemini Circle
Chennai – 600 006, India.*

Phone No. 044 – 2857 4000

Solicitation No. 191N6022Q0009 / PR10803304

Date: June 08, 2022

Issued by: GSO/Contracting

To: Prospective Quoters

Greetings from The U.S. Consulate General, Chennai, India.

The U.S. Consulate General Chennai invites all responsible bidders, to submit your competitive quotes to carry out the **“Water proofing of Office building basement in west side”** in accordance with the **specification details set forth in the attached Scope of Work (SOW)**. If you are interested, please follow the instructions in the solicitation before submitting quote.

The Offeror must write their name, address, and contact phone number as specified. The Contracting Office shall provide additional information and or clarification concerning this Solicitation.

1. **Site Inspection [Mandatory]** - The Consulate intends to conduct a Site visit on **Tuesday, June 14, 2022 at 10:30 a.m. (IST)** at U.S. Consulate General located at No. 220, Anna Salai, Gemini circle, Chennai 600 006.

Please contact ChennaiProcurementFSNS@state.gov with list of attendees for the site inspection by 03.00 p.m. on Friday, June 10, 2022.

2. **Submit Technical queries (if any)** - Kindly e-mail technical queries in the **attached format** to Contracting Officer Ms. Adria Cooper at CooperAH@state.gov with cc to ChennaiProcurementFSNS@state.gov **by close of business on Wednesday, June 15, 2022**. The answer to the queries will be shared with all prospective bidders.

3. **The Solicitation closes on Friday, June 24, 2022 at 03:00 p.m. (IST).**

All offers must be received by/before deadline. Read the RFQ for complete details. Your offer must be submitted via email with subject line **“191N6022Q0009/ PR10803304 – Water proofing of Office building basement in west side”** to Contracting Officer, Ms. Adria Cooper at CooperAH@state.gov with cc to ChennaiProcurementFSNS@state.gov.

Please do not submit your quotations via courier. Offers submitted to any other e-mail, shall not be considered for further evaluation. The Offeror must write their name, address, and contact phone number as specified. The Contracting Office shall provide additional information and or clarification concerning this solicitation.



Note: IMPORTANT INSTRUCTIONS: PLEASE READ CAREFULLY WHILE SUBMITTING THE OFFER

1. Instructions to Offeror to submit quote:

- The Vendor shall furnish all the mandatory information requested herein and in attached SOW. All responsible sources may submit a quotation, which shall be considered.
- Kindly read Scope of work and all other related **mandatory** attachments closely, before submitting the quote. **Provide breakup for each line item separately.**
- This will be a firm fixed price Contract with no additional charges for currency fluctuation.
- Goods & Service Tax (GST): Applicable for vendors operating within India. Please note that the GST unique identification number (UIN) for Consulate Chennai is **UIN: 3317USA00002UNE.**
- Kindly prepare your quotations **clearly giving break-up of GST and other applicable charges if any.**
- **Mention firm completion date for subject works.**

2. Technical Evaluation Form (Generic): *(Mandatory form to be filled by Vendors. Please refer to the Consulate Website Page for more details).*
Offers missing the supporting documents / evidence, as per the Solicitation shall not be considered for technical evaluation.

3. NDAA (The National Defense Authorization Act) Compliance Form: *(Mandatory form to be filled by vendors. Please refer to the Consulate Website Page for more details)*

4. System for Award Management (SAM): *(Refer to the Consulate Web Page for more details).*

NOTE: IT IS MANDATORY TO REGISTER IN SAM FOR ORDERS VALUE OVER \$30000

***** Kindly visit WWW.SAM.GOV to register your Company. There is “NO COST” to register in SAM, see attached Quick Start Guide / Step by Step process for New Registration. Orders will be issued only if you have the Registration. Kindly start the process now.***

5. Evaluation Factors:

- Award will be made to the “Lowest priced, technically acceptable” responsible bided offer, meeting consulate requirements.
- Record of satisfactory past performance.
- The U.S. Government reserves the right to reject proposals that are unreasonably low or high in price.

- Offer acceptability will be determined by assessing the bidder's compliance with the terms of the RFQ. The offeror must properly complete and submit all sections of the solicitation. Proposals which do not comply with the RFQ may be rejected on that basis.
- The U.S. Government will determine bidder responsibility by analyzing whether the apparent successful bidder complies with the requirements of FAR 9.1, including:
 - * adequate financial resources or the ability to obtain them;
 - * ability to comply with the required performance period, taking into consideration all existing commercial and governmental business commitments;
 - * satisfactory record of integrity and business ethics;
 - * necessary organization, experience, and skills or the ability to obtain them;
 - * necessary equipment and facilities or the ability to obtain them; and
 - * be otherwise qualified and eligible to receive an award under applicable laws and regulations.

6. EVALUATION CRITERIA:

The Government intend to select for award the one responsible quote which conforms to the Bidding Requirements and proposes a price that is fair and reasonable, and provides the Lowest Priced, Technically Acceptable (LPTA) quote meeting the specifications of the requirement. If the lowest priced quote is not found to be Technically Acceptable, we will evaluate the next lowest priced quote, and so on. Quotes determined to be incomplete, unreasonable, or unrealistic will not be considered for award.

- **Vendor must have service support availability in Chennai, India [Mandatory].**
- **Overseas vendors intending to participate in this bid must provide documents in support of their claim of available service support, with past performance details in Chennai. Failure of submission will result in decline of Quote.**

7. Terms and Conditions:

- Please note that the Government shall reject proposal that do not contain requested information or are otherwise incomplete.
- If your proposal/ offer is accepted, The U.S. Consulate General Chennai will issue a U.S. Government's firm and fixed price Purchase Order.
- The U.S. Consulate reserve the right to cancel the Purchase Order at any given time if the work is not executed to the satisfactory level.

- Vendor's specialization and past performance in carrying out the specific work shall be considered while evaluating the offers.
- **The United States Government regulations does not allow any advance payment.**
- **SAFETY REQUIREMENT (All USG Projects require the use of appropriate Safety gear. It is mandatory to comply with the Safety and Reporting requirement during the project).**
- COVID-19 mitigation measures will be put in place and must be followed at the work site by the laborers, which include but are not limited to the following examples: social distancing of six feet between each worker at all times, wearing face mask coverings, frequently sanitizing common areas and high frequency touched spaces, frequently wash and sanitize hands, etc.,
- **Payment Terms:** Payment shall be made through EFT (Electronic Fund Transfer) to vendor's current account, within Net 30 days on completion of supply/service and submission of invoice at the U.S. Consulate General, Chennai, India.

Important: The U.S. Consulate General Chennai reserves the right to reject any or all offers, and to delete any portion/or items of the solicitation. **Once the Purchase Order is awarded, the prices shall hold good until the services is completed.**

Name & address of Offeror: _____

Signature: _____ **Dated** _____

E-mail address: _____

Contact #: _____

Sincerely



Adria H. Cooper
Contracting Officer